Task #	Task Name	Q1					Q2										
		M		A			M					J					
			Mar 31	Apr 7	Apr 14	Apr 21	Apr 28	May 5	May 12	May 19	May 26	Jun 2	Jun 9	Jun 16	Jun 23	Jun 30	Jul 7
1	Identify Scope/Vision																
2	Invite Specialist/Consultant																
3	Select Consultant																
4	Consultant Approval																
5	Lab Visit and Staff Interview																
6	Prepare Documentation																
7	Document Review w/ Consultant																
8	JAD Workshops																
9	RFP Draft and Revisions																
10	Select Vendors to Submit RFP																
11	Vendor Responses Due																
12	Evaluate Responses																
13	Prepare Demo Evaluation Criteria																
14	Vendor Demos																
15	Vendor Selection																
16	Write Final Recommendation Report																

will miss this by at least one month

Robin → after PST

Add → presentation for consultant approval

Do up front

Identify people for JAD

DOC-CODE: A0150

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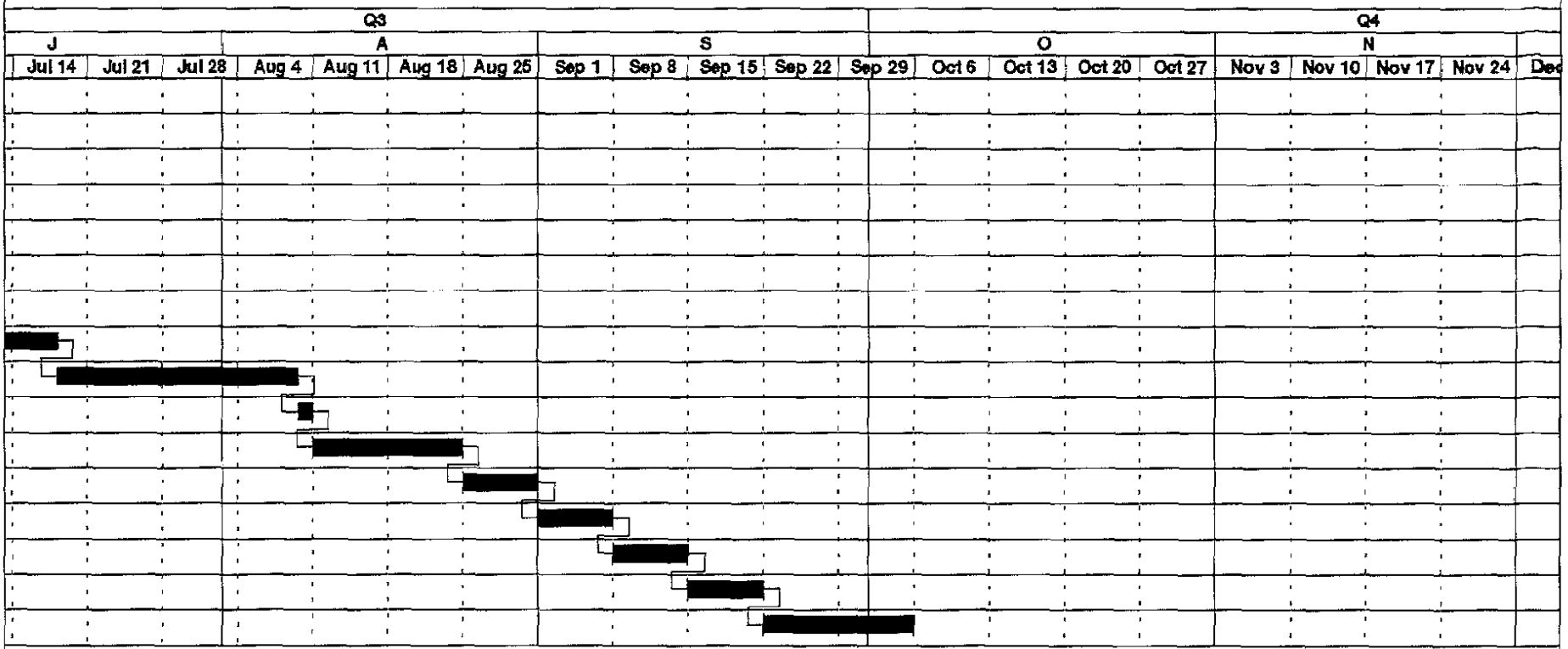
Source: https://www.industrydocuments.ucsf.edu/docs/lsbl0001

LIMS Team

Philip Morris USA Confidential



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